



COMMONWEALTH of VIRGINIA

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES

600 East Broad Street, Suite 1300
Richmond, VA 23219

August 24, 2017

ADDENDUM No. 2 TO VENDORS:

Reference Request for Proposal: RFP 2017- 02
Dated: July 20, 2017
Due: September 5, 2017

Below are updates that may delete, add, modify or clarify certain aspects of the aforementioned RFP. Please incorporate as necessary.

- 1) **Deadline for Proposals Extended: September 5, 2017 at 10:00AM ET.**
- 2) **Section 5.4 "Submission Requirements" is amended as follows:**

...

"The proprietary or trade secret materials submitted shall be identified by some distinct method, such as highlighting or underlining, and shall indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. The electronic redacted copy of the technical proposal and cost proposal shall have the proprietary and confidential information removed or blocked out in its entirety so the content is not visible. The classification of an entire proposal document, line item prices and/or total proposal prices as proprietary or trade secrets is not acceptable and, in the sole discretion of DMAS, may result in rejection and return of the proposal. **Attachment H-IV of this RFP shall be used for the identification of proprietary or confidential information and submitted with the technical proposal.**

All information requested by this RFP on ownership, utilization and planned involvement of small businesses, small women-owned businesses and small minority-owned business (**Attachment H-III**) shall be submitted with the **Offeror's Cost Proposal.**"

- 3) **Attachment I "Cost Proposal RFP 2017-07" is hereby deleted and replaced with the following Attachment I, which includes additional clarifications on pricing regarding a travel window to be assumed in the site visit cost, and an optional hourly rate for travel time that exceeds the travel window.:**

ATTACHMENT I

COST PROPOSAL RFP 2017-07

The Offeror shall submit pricing based on five (5) levels of care as defined in the RFP and identified below. Cost shall be inclusive of a two (2) hour travel window, each way [two (2) hours to the travel site and two (2) hours from the travel site, for a total of four (4) travel hours per travel site], and contain all costs associated to perform the required work. In addition, Offerors shall provide the hourly rate for Appeals support related to a Providers certification and an optional hourly rate for any travel time that exceeds the travel window included in the site visit cost.

ASAM Levels of Care	Cost per Completed Assessment/Site Visit		Estimated Number of Annual Site Certifications¹	Total Cost
1. 3.1 Sites	\$	X	5	\$
2. 3.3 Sites	\$	X	5	\$
3. 3.5 Sites (with a detox license)	\$	X	5	\$
4. 3.5 Sites (without a detox license)	\$	X	5	\$
5. 3.7 Sites (with a detox license)	\$	X	5	\$
			Total Cost for ASAM Site Visits	\$
	Hourly Rate		Estimated Number of Hours²	
6. Appeals Support Related to a Provider's Certification.	\$	X	80 Hours	\$
			Total Cost Proposal³	\$

Note 1: Estimated number of annual site certifications is based on an average of previous year(s) site visits and do not represent actual site visits to be performed by the contractor. These numbers are for cost comparison use only. Amount paid will be based on actual site certifications performed and final negotiated cost per site visit for each level of care.

Note 2: Estimated number of hours for Appeals support related activities is an estimate to be used for cost comparison and do not represent actual hours to be devoted to appeals support. These numbers are for cost comparison use only. Amount paid will be based on the final negotiated hourly rate and actual amount of hours devoted to Appeals support during the term of the contract.

Note 3: The Total Cost Proposal dollar amount will also be used for RFP 2017-07 Small Business Subcontracting Plan (Attachment II) scoring purposes.

COST PROPOSAL RFP 2017-07 – OPTIONAL SERVICES

Hourly Rate for any Travel Time that Exceeds the 2 Hour Travel Window Included in the Site Visit Cost

	Optional Hourly Rate
Travel Time that Exceeds the 2-Hour Travel Window* Included in the Site Visit Cost	\$

* Travel Window Includes two (2) hours to the travel site and two (2) hours from the travel site, for a total of four (4) travel hours per travel site.

Acknowledgment of this Addendum

A signed acknowledgment of this addendum must be received by this office either prior to the due date and hour required or attached to your proposal response. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Sincerely,

A handwritten signature in black ink, appearing to read "Kayla Anderson", written in a cursive style.

Kayla Anderson
DMAS Procurement & Contract Officer

Name of Firm: _____

Signature and Title: _____

Date: _____